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NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
DIVISION OF REMEDIATION SUPPORT  
Underground Storage Tanks Program  
Registration and Billing Unit  
PO Box 028, Trenton, N.J. 08625-0028  
1-609-633-1464

STATE USE ONLY

Check In ☐ Yes ☐ No

STATUS

Active ☐ Inactive ☐

UNDERGROUND STORAGE TANK  
FACILITY CERTIFICATION QUESTIONNAIRE

FACILITY UST # \_\_\_\_\_

Completion of this Registration Questionnaire will satisfy the registration requirements of the Underground Storage of Hazardous Substances Act, N.J.S.A. 58:10A-21 et seq., and the Registration and Billing Regulations N.J.A.C. 7:14B-2.

Check appropriate box

- A. ☐ This is a registration of a proposed or newly installed underground storage tank. (This form must be filed at least 30 days prior to operation)  
B. ☐ This is a registration of an existing underground storage tank not presently registered.  
C. ☐ This is a correction or amendment to an existing facility registration.  
D. ☐ There have been no changes to the facility registration since last submittal. (Go to certification page for signature)

If "C" is checked above, please check the appropriate type of change(s) below

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Facility Name and/or Address Change     | <input type="checkbox"/> Type of Product(s) Stored             | <input type="checkbox"/> Financial Responsibility Change                                     |
| <input type="checkbox"/> Owner Name and/or Address Change        | <input type="checkbox"/> Substantial Modification(s) (see 11I) | <input type="checkbox"/> Sale or Transfer (Complete Section A, Questions 4 & Section B, 11H) |
| <input type="checkbox"/> Facility Operator and/or Address Change | <input type="checkbox"/> Tank(s) and/or Piping Changes         | <input type="checkbox"/> Other (please specify)  |
| <input type="checkbox"/> Owner Contact Person Change             | <input type="checkbox"/> Closure (Complete Section B           |  |
- Questions 1, 4, 5, 11)

SECTION A - GENERAL FACILITY INFORMATION

1. Facility Name	_____		
2. Facility Location	_____		
Address Line 1	_____		
Address Line 2	_____		
City or Municipality	_____		
	_____ COUNTY	_____ STATE	_____ ZIP CODE
		_____ BLOCK	_____ LOT
3. Facility Operator	_____		
	ORGANIZATION (If applicable, e.g. Company) or INDIVIDUAL		
Contact Person	_____		
	_____ PERSON	_____ TITLE	
	_____ PHONE NUMBER (INCLUDE AREA CODE & EXT)	_____ E-MAIL ADDRESS	
Operator Address (if different than #2)	_____		
	ADDRESS LINE 1 (NUMBER AND STREET)		
	_____		
	ADDRESS LINE 2 (e.g. PO BOX, SUITE)		
	_____ CITY OR MUNICIPALITY	_____ STATE	_____ ZIP CODE
4. Tank Owner (Organization)	_____		
Contact Person	_____		
	_____ PERSON	_____ TITLE	
	_____ PHONE NUMBER (INCLUDE AREA CODE & EXT)	_____ E-MAIL ADDRESS	
Tank Owner Address	_____		
	ADDRESS LINE 1 (NUMBER AND STREET)		
	_____		
	ADDRESS LINE 2 (e.g. PO BOX, SUITE)		
	_____ CITY OR MUNICIPALITY	_____ STATE	_____ ZIP CODE

5. EPA ID# 

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 (If applicable; e.g. NJD980433655)

6. Total number of regulated underground storage tanks at facility 

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 (Complete Section B for each tank)

7. Total regulated underground storage capacity at facility (gallons)

8. Facility Type:    A ☐ State                      C ☐ County/Municipal                      E ☐ Charitable / Public School                      G ☐ Other  
                                 B ☐ Commerical/                      D ☐ Federal                      F ☐ Residential                      H ☐ Farm (as defined in N.J.S.A. 54:4-23.1 et seq.)  
                                 Industrial

**NOTE: The facility site plan must be submitted when registering any underground storage tank pursuant to N.J.A.C. 7:14B 2.2.**

## SECTION B - SPECIFIC TANK INFORMATION

ALL underground tanks, including those taken out of operation (UNLESS THE TANK WAS REMOVED FROM THE GROUND PRIOR TO 9/3/86) must be registered. Report all tank/piping status changes. ***DO NOT MARK SHADED AREAS***

[illegible]

	TANK NO.	TANK NO.	TANK NO.	TANK NO.	TANK NO.
Tank Identification Number					
9. <b>Overfill Protection</b> (Mark one X for each tank) A. Yes B. No	Tank	Tank	Tank	Tank	Tank
10. <b>Spill Containment Around Fill Pipe</b> (Mark one X for each tank) A. Yes B. No					
11. <b>Tank Status Information</b> (Mark all appropriate choices for each tank) A. <b>In-Use</b> B. <b>Empty</b> (See Definition Page 4) Date emptied	Mo. Day Year	Mo. Day Year	Mo. Day Year	Mo. Day Year	Mo. Day Year
C. <b>Sump</b> (See definition Page 4)					
D. <b>Emergency Back-up Generator Tank</b>					
E. <b>Abandoned In Place</b> Date Abandoned In Place Closure #	Mo. Day Year	Mo. Day Year	Mo. Day Year	Mo. Day Year	Mo. Day Year
F. <b>Removed</b> Date Removed Closure #	Mo. Day Year	Mo. Day Year	Mo. Day Year	Mo. Day Year	Mo. Day Year
G. <b>Not In-Use</b> (Not Empty, Not Properly Abandoned Or Removed To Date) Date Taken Out Of Service	Mo. Day Year	Mo. Day Year	Mo. Day Year	Mo. Day Year	Mo. Day Year
Other Information					
H. <b>Date of Sale or Transfer</b>					
I. <b>Substantial Modification #</b> (if applicable)					
J. <b>ISRA #</b> (if applicable)					
K. <b>Heating Oil Tanks</b> (if applicable) If you checked H, J, or K under item B5 on Page 2, check one of the following ____ Product for on-site consumptive use ____ Product for sale or distribution					
12. <b>Is the tank within wellhead protection area as defined on Page 4.</b> (Mark for each tank) A. Yes B. No					

### SECTION C - FINANCIAL RESPONSIBILITY

Does this facility have a Financial Responsibility Assurance Mechanism?

☐ YES ☐ NO

Please list the appropriate financial information below:

Type	Carrier/Issuing Agency
Effective Date	Expiration Date
Policy Number	Amount

### SECTION D - OPERATION AND MAINTENANCE/RECORD KEEPING / COMPLIANCE

Please answer all the questions in this section on a facility basis. Any one tank not in compliance requires a "NO" answer for the entire facility.

- Does this facility have cathodic protection systems for all steel tanks and piping?  
If "Yes", then:
  - The systems must be tested every three years pursuant to N.J.A.C. 7:14B-5.2(a)
  - For the sacrificial anode systems, the systems must be tested within 180 days after installation. (N.J.A.C. 7:14B-5.2(a))
  - For impressed current systems, the systems must be operational (turned on & providing continuous protection) pursuant to N.J.A.C. 7:14B-5.2(a)
  - For impressed current systems, the systems must be tested properly every 60 days (N.J.A.C. 7:14B-5.2(a))
  - If UST is internally lined, the lining must be inspected within 10 years after installation and every 5 years thereafter (N.J.A.C. 7:14B-4.2(a))
- Are the performance claims and documentation of monitoring systems maintained by the owner or operator pursuant to N.J.A.C. 7:14B-6.7?
- Are the proper monitoring, testing, sampling, repair and inventory records stored and accessible pursuant to N.J.A.C. 7:14B-5 and 6?
- Is the proper Release Response Plan kept on-site pursuant to N.J.A.C. 7:14B-5.5?
- Are the tanks checked monthly for the presence of water pursuant to N.J.A.C. 7:14B-6?
- Have all Fill Ports been permanently marked per API #1637 and API #1542 pursuant to N.J.A.C. 7:14B-5.8?
- Are the tank systems monitored for releases monthly or on an alternate required frequency pursuant to N.J.A.C. 7:14B-6?
- Are the release detection monitoring systems operating in accordance with the manufacturers requirements? (N.J.A.C. 7:14B-6)

☐ YES ☐ NO

☐ YES ☐ NO

☐ YES ☐ NO

☐ YES ☐ NO

☐ YES ☐ NO

☐ YES ☐ NO

☐ YES ☐ NO

☐ YES ☐ NO

**NOTICE: \*ALL DEADLINES FOR TANK SYSTEM UPGRADES (CORROSION PROTECTION, SPILL AND OVERFILL PROTECTION) AND LEAK DETECTION HAVE PASSED AS OF 12/22/98.**

FEE: Please make checks payable to: **"Treasurer, State of New Jersey"**.  
Registration and Billing Schedule can be found in N.J.A.C. 7:14B-3.

PENALTY: Failure by owner or operator of a regulated underground storage tank to comply with any requirement of the State UST Act or regulations may result in the penalties set forth in N.J.S.A. 58:10A-12.

EMERGENCY: If a discharge or spill occurs, the NJDEP Hotline at (877)- 927-6337 must be called **IMMEDIATELY** - 24 hours a day.

EXEMPTION: Residential heating oil underground storage tanks are exempt from all underground storage tank requirements.

### **CERTIFICATION**

Must be signed as follows:

- For a corporation, by a person authorized by resolution of the Board of Directors to sign the document.
- For a partnership or sole proprietorship, by a general partner or the proprietor, respectively.
- For a municipality, State, Federal or other public agency, by either a principal executive officer or ranking elected official.
- For persons other than indicated above, by the person with legal responsibility for the site.

"I certify under penalty of law that I have personally examined and am familiar with the information submitted in this application and all attached documents, and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate and complete. I am aware that there are significant civil penalties for knowingly submitting false, inaccurate or incomplete information and that I am committing a crime of the fourth degree if I make a written false statement which I do not believe to be true. I am also aware that if I knowingly direct or authorize the violation of any statute, I am personally liable for the penalties."

\_\_\_\_\_  
(Typed / Printed Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

### **DEFINITIONS**

Section B5 O. **"Emergency Spill Tank"** - Any underground storage tank used to collect an accumulation of hazardous substances as a result of a leak or spill.

Section B6 I. **"European" Suction Piping** - Suction piping which has enough slope so that the product in the pipe can drain back into the tank when the suction is released, and which has only one check valve, located directly beneath the pump in the dispensing unit. Any underground storage tank equipped with "European" Suction Piping has no monitoring detection requirements for piping.

Section B8 I. **In-Line Electronic Pressure Monitor** - (Used with pressurized piping only) A monitor which checks for loss of pressure piping when no product is dispensed. This method may be used once every 30 days or every time the dispenser turns off.

Section B8 J. **Automatic Line Leak Detectors** - (Required with pressurized piping - Must be able to detect a 3 gph leak within 1 hour of its occurrence)

1. Flow restrictors and flow shut offs which monitor pressure within piping and when a suspected leak is detected, either restricts the flow of product through the piping well below the 3 gph leak rate it detects, or completely cuts off product flow and shuts down the pump.
2. Continuous alarm systems constantly monitor piping conditions and trigger an audible or visual alarm if a leak is suspected.

Section B11 B. **Empty** - means all hazardous substances have been removed that can be removed by direct pumping or drainage.

Section B11 C. **Sump** - any underground storage tank used to collect or contain a hazardous substance for no more than 48 hours.

Section B12. **Wellhead Protection Area** -

1. The area within a 2,000 ft. radius surrounding a public community or public non-community water system well when there is an underground storage tank containing gasoline or non-petroleum hazardous substances located within that area.
2. The area within a 750 ft. radius surrounding a public community or public non-community water system well when there is an underground storage tank containing petroleum products other than gasoline located within that area.

**TEMPORARY CLOSURE:** Underground storage tank systems which are out of service shall comply with the provisions of N.J.A.C. 7:14B-9-1. The owner or operator of an underground storage tank system which is out of service for a period greater than three months shall follow the guidelines in the current American Petroleum Institute Bulletin #1604. The owner or operator of an underground storage tank system may request that the underground storage tank system remain out of service for a period of more than 12 months without having to close the tank system by complying with the provisions of N.J.A.C. 7:14B-9.1(b) by submitting a Site Investigation (SI) Report at least 30 days before expiration of the 12 month period. If a SI report was not filed for an UST that went into temporary closure to comply with the 12/22/98 upgrade deadline, the deadline for permanent closure is 12/22/99.

### **PUBLICATIONS AVAILABLE (on line or call for Copies)**

Straight Talk on Tanks (Release Detection Requirements)  
Doing Inventory Control Right  
Underground Storage Tank Owner's Self-Inspection Checklist

Don't Wait Until 1998 (Upgrade Requirements)  
Manual Tank Gauging

WEBSITE ADDRESS: [www.state.nj.us/dep/srp/bust](http://www.state.nj.us/dep/srp/bust)

Telephone Number: (609) 292-8761